

**MARRIAGE AND FAMILY THERAPISTS SECTION  
MARRIAGE AND FAMILY THERAPY,  
PROFESSIONAL COUNSELORS AND SOCIAL WORK (MPSW)  
MINUTES  
January 31, 2005**

**MEMBERS PRESENT:** Bruce Kuehl, Abe Rabinowitz, Linda Schwallie, Ann Marie Starr

**MEMBER EXCUSED:** None

**STAFF PRESENT:** Kimberly Nania, Ph.D., Director of Health Service Professions;  
Jacquelynn Rothstein, Legal Counsel; Gina York, Bureau  
Assistant; and other Department staff

**GUESTS:** None

**CALL TO ORDER**

Chair Linda Schwallie called the meeting to order at 9:08 a.m. A quorum of four members was present.

**APPROVAL OF AGENDA**

**Additions to the Agenda:**

- Open Session: Request for Supervisory Approval Received After the Mailing of the Agenda – Add Name James A. Rember
- Open Session: Additional information for MFT Application Materials, Training Certificate Update, and MFT Brochure

**MOTION:** Ann Marie Starr moved, seconded by Abe Rabinowitz, to approve the agenda as amended. Motion carried unanimously.

**ELECTION OF OFFICERS**

**MOTION:** Ann Marie Starr moved, seconded by Bruce Kuehl, to nominate Linda Schwallie for Chair. Abstained – Linda Schwallie. Motion carried.

**MOTION:** Bruce Kuehl moved, seconded by Abe Rabinowitz, to nominate Ann Marie Starr for Vice Chair. Abstained – Ann Marie Starr. Motion carried.

**MOTION:** Abe Rabinowitz moved, seconded by Ann Marie Starr, to nominate Bruce Kuehl for Secretary. Motion carried unanimously.

All committee and liaison assignments will remain the same.

### **APPROVAL OF MINUTES OF OCTOBER 20, 2004**

#### **Addendum to the Minutes:**

- Page 4: Change “pertain” to “pertaining”
- Page 5: Add “of” between office and education and change “5) to (5)
- Page 8: Change EMMFTPCSW to EBMFTPCSW
- Page 10: Change Burns to Byrnes and highlighted to highlight
- Page 11: Change this to those and third motion change 2004 to 2005

**MOTION:** Bruce Kuehl moved, seconded by Abe Rabinowitz, to approve the January 31, 2005 minutes as amended. Motion carried unanimously.

### **ADMINISTRATIVE REPORT**

Kimberly Nania, Division of Board Services Administrator, shared that a new Bureau Director has been hired for the Bureau of Health Service Professions, his name is Jeff Scanlan, and he will start on February 7, 2005. Dr. Nania will be providing guidance and orientation to his new position and Gina York will be his Bureau Assistant. There has not been a new Department Secretary appointed at this time. Dave O’Connell, Division of Enforcement, has taken a new position and outside of the Department.

Dr. Nania did an annual review of department policies with the MFT Section. They are as follows:

- A) Travel Rules and Policies: Annual meetings, intent to travel, In-State and Out-of-State travel were discussed and handouts were provided indicating the allowances for travel and limitations on in-state and out-of-state travel. The Section gets one annual meeting a year in which a designee can attend. Section approval is required to attend such annual meetings and the paperwork for the intent to travel would need to be submitted prior to attending.

- B) The Hotel Policy: This policy was reviewed with the Section regarding hotel room reservations for all meetings. The hotel policy is as follows:

**DEPARTMENT POLICY**

1. If the Board Member is not going to use the reserved hotel room, it is the **responsibility of the Board Member** to cancel the room by calling the hotel themselves. If the room is not cancelled, the Board Member would be responsible to pay the bill.
2. If we cancel a meeting because of lack of quorum or no business, it should be our responsibility to cancel any room reservations.

- C) The Quorum Confirmation Policy: This policy was reviewed with the Section and it was clarified with them that if we do not hear from board members we would assume they will be attending the meeting. We will not be checking for a quorum each time. Only if we are contacted by two or more individuals indicating they will not be able to attend an upcoming scheduled meeting will we contact Section members to verify a quorum.

The hotel reservation list was reviewed at each Section meeting of the MPSW Joint Board. There is one change in the hotel reservations for the MFT Section. Linda Schwallie should not have a hotel reservation. Roxanne Peterson who will make corrections to the room reservations as indicated from the Section and also adjust and verify any Joint Board meeting accommodations that are in connection with those dates.

The roster will be routed at the MPSW Joint Board held on February 1, 2005. All corrections or additions made at that time will be forwarded to Roxanne Peterson to update the roster with the information provided for both the Section and Joint Board.

There is no additional information regarding DRL building renovations. At this time all remodeling has stopped.

**COPY OF APPROVED 2005 MEETING DATES**

The Section received a copy of the approved 2005 meeting dates for the MFT Section. Dr. Nania has asked members to keep this copy for their reference.

**PRESENTATION OF PROPOSED STIPULATIONS**

None.

**PRESENTATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED  
AFTER MAILING OF AGENDA**

None.

**SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES  
AND ADMINISTRATIVE RULES AND PRESS RELEASES**

Jacquelynn Rothstein, Legal Counsel, reviewed the summary reports with the Section at today's meeting.

**STATUS OF RULES AND STATUTES**

The Section received copies and notification of the effective dates for the following rules; MPSW Rule 1.09 Alcohol and Drug Counseling (CR 04-044), and MPSW 4.01 Supervised Pre-Certification and Pre-Licensure Social Work (CR 03-098) at today's meeting.

**HEARING REGARDING DENIAL OF APPLICATION FOR HEIDI BYRNES**

There was a class 1 hearing held with Heidi Byrnes at 10:34 a.m. regarding the denial of her application. This will be deliberated on later today in closed session.

**VISION FOR THE MFT SECTION FOR 2005**

The Section discussed the vision and goals for the upcoming year for the MFT Section. All members brainstormed and came up with various ideas, problematic areas, and future trends in the field. One of their concerns was whether there has been a decline in licensure for MFT's. Dr. Nania provided the number of active in-state MFT licensee's over that last several years.

September 2001 – 455 Licensees

September 2002 – 473 Licensees

September 2003 – 470 Licensees

September 2004 – 489 Licensees

The Section will share today's discussion with the MPSW Joint Board at their next meeting scheduled for February 1, 2004.

Julie Reimann, Credentialing, shared with the Section that there are 61 pending applications and 26 training certificates pending at this time.

## **ANNUAL REVIEW OF MFT APPLICATION MATERIALS**

The Section did their annual review of their applications materials. Julie Reimann, Credentialing, and Jacquelynn Rothstein, Legal Counsel, will make these revisions as indicated by the Board at today's meeting. Jacquelynn Rothstein will send to Ann Marie Starr who will review the changes and make any further revisions and then Ann will send her revised documents to Abe Rabinowitz. He will look at these documents and provide input to Jacquelynn Rothstein and Julie Reimann. At that time, Jacquelynn Rothstein and Julie Reimann will make the final changes and then prepare a final draft version for the Section to review at their next meeting for approval.

### **HOW TO HANDLE REQUESTS FOR SUPERVISORY APPROVALS JULIE REIMANN**

The Section discussed how to handle requests for supervisory approvals with Julie Reimann, Credentialing. A situation came up regarding a supervisor who has been reprimanded due to lack of meeting CE requirements. The concern of the Section is that an individual who is supervising someone is also the one who sets a standard of those under their supervision. As supervisors, their conduct shapes the behavior and ethical conduct of those individuals they supervise. The Section decided that whether someone has been disciplined does not preclude them from being a supervisor.

The Section discussed whether they should develop an information sheet or just add this to the application material regarding the supervisor's academic background, training and experience. Linda Schwallie and Julie Reimann will work on this item for the next Section meeting.

### **TRAINING CERTIFICATE UPDATE TRAINING CERTIFICATE AND POST DEGREE INSTITUTIONS ANN MARIE STARR**

The Section discussed the training certificate and post degree institutions. The Section has discovered that many of the individuals holding a training certificate are not working full time due to various scenarios and the availability of employment. The Section asked what the status was of the proposed language. This bill died in the last legislative session and they have just went into session again in January 2005.

At the last MPSW Joint Board meeting there was a motion to have the language reintroduced to the legislature. Dr. Nania will check with Chris Klein if this has been done. Jacquelynn Rothstein, Legal Counsel, wanted to inform the Section that she will need to discuss this issue with the Department regarding the proposed language for the training certificate and the support for such language. At this time Attorney Rothstein will not advise the Section until she has had further discussions with the Department. After that, she can then update the Section on the status of the language and what applicants would need to do in this situation since their two years for holding a training certificate will run out. In the meantime, this will be handled on a case by case basis and Julie Reimann will seek advice from Attorney Rothstein of what to do with these individuals.

Linda Schwallie read into record the motion made by the Section on April 7, 2004 and that John Schweitzer (former Legal Counsel) and Dr. Nania would be discussing this with Chris Klein at that time to have this language introduced to the legislature. The Section continually asked about the status of this language and they were told that it was forwarded and in the rule process. The Section wants to have the Department support this legislation. The Section worked on this language in good faith and needs to have the Department assist in getting this through the rule making process expeditiously. Bruce Kuehl will speak with WAMFT and Ann Marie Starr will speak with AAMFT regarding the status of this legislation, LRB-2335/1.

Dr. Nania stated that Chris Klein has just informed her that he has forwarded the language for reintroduction to the legislature. The Board took the following action.

**MOTION:** Bruce Kuehl moved, seconded by Abe Rabinowitz, that the language be added to allow individuals who are enrolled in COAMFTE or other Board approved accredited post-degree institutes to obtain a training license. Motion carried unanimously.

**MOTION:** Abe Rabinowitz moved, seconded by Bruce Kuehl, to designate the chair the authority to confer with the Department and authorize adjustments to the training license bill as needed. Motion carried unanimously.

**CONTINUING EDUCATION ISSUES, CE CREDIT FOR INSTRUCTORS AND  
GRADUATE COURSES, AND AAMFT DISTANCE LEARNING OPPORTUNITY  
ANN MARIE STARR**

The Section discussed and reviewed the materials submitted by Ann Marie Starr regarding CE credit for instructors and graduate courses. She provided information, recommendations, and a solution to simultaneous accumulation for academic and post-graduate/pre-licensure hours and the ability of obtaining 1,000 hours.

Ann Marie Starr reported that WAMFT allows one hour per one hour presented, in other associations and organizations allow 1 ½ to 2 credits per hour, and others allow 2 credits per every one hour of presentation. The Section will refer this to be addressed at the next MPSW Joint Board meeting. The Section reviewed the WAMFT distance learning opportunity and the credits being offered for these courses.

The Section reviewed the information forwarded to them regarding an AAMFT distance learning opportunity and they can earn up to five continuing education hours.

**REVIEW OF THE MFT BROCHURE**

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The Section reviewed the MFT brochure at today's meeting with Jacquelynn Rothstein, Legal Counsel and made some additional revisions to this document. The Section took the following action.

**MOTION:** Ann Marie Starr moved, seconded by Abe Rabinowitz, to approve the MFT brochure with the changes indicated at today's meeting. Motion carried unanimously.

### **REVIEW OF FREQUENTLY ASKED QUESTIONS (FAQS) MARRIAGE AND FAMILY THERAPY**

The Section reviewed the frequently asked questions that are currently on the DRL Website with Jacquelynn Rothstein, Legal Counsel. She will make the revisions as indicated at today's meeting and update the website.

### **AAMFT REPORT AND CORE COMPETENCIES UPDATE LINDA SCHWALLIE**

Linda Schwallie reported to the Section that the core competencies have been finalized in December 2004. It has now been forwarded to beta groups who will apply it in their programs.

### **AMFTRB REPORT – LINDA SCHWALLIE**

Linda Schwallie reported to the Section and shared the AMFTRB meeting materials and proceedings from the fall 2004 meeting.

### **COALITION REPORT – BRUCE KUEHL**

Bruce Kuehl reported to the Section there is a meeting on Thursday 2/3/05. The coalition is still working toward resolving working without supervision. They have consulted with the attorney of AAMFT on this issue.

### **WAMFT REPORT – BRUCE KUEHL**

Bruce Kuehl reported that WAMFT is looking at the future of the mental health profession and the quality of services. They are concerned about the aging group of licensees in the profession and whether there will be enough new applicants going into the field to replace those individuals. Under the section titled "Vision of MFT" the number of licensees over the last few years was provided and appears that there is a gradual increase in active in-state licensure. The WAMFT is also looking at questions of reciprocity and equivalency of other exams.

Linda Schwallie reported to the Section that she had replied to Arlie Albrecht's letter dated

October 18, 2004 and a copy was provided to all Section members at today's meeting.

### **EDUCATION CONSORTIUM – ANN MARIE STARR**

Ann Marie Starr shared with the Section that there is no new information at this time.

### **CONSULTING WITH LEGAL COUNSEL**

The Board consulted with Jacquelynn Rothstein, Legal Counsel, throughout today's meeting as needed.

### **INFORMATIONAL ITEMS**

None.

### **VISITOR COMMENTS**

None.

### **CONVENE TO CLOSED SESSION**

**MOTION:** Ann Marie Starr moved, seconded by Abe Rabinowitz, to adjourn to closed session pursuant to Wisconsin Statutes 19.85(1)(a)(b)(f) and (g), to review applications, deliberate on monitoring cases; requests for supervisory approvals, deliberate on proposed stipulations, review DOE cases, and, consult with legal counsel. Roll Call Vote: Abe Rabinowitz-yes; Ann Marie Starr-yes; Bruce Kuehl-yes; Linda Schwallie-yes. Motion carried unanimously.

Open session recessed at 6:28 p.m.

### **RECONVENE TO OPEN SESSION**

**MOTION:** Abe Rabinowitz moved, seconded by Bruce Kuehl, to reconvene to open session. Motion carried unanimously.

Open session reconvened at 8:08 p.m.

### **VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION**

#### **MONITORING**

None.

### **DELIBERATION OF PROPOSED MONITORING THAT MAY BE SIGNED AFTER MAILING OF AGENDA**

None.

### **DELIBERATION REGARDING DENIAL OF APPLICATION**

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**HEIDI BYRNES**

**MOTION:** Ann Marie Starr, seconded by Bruce Kuehl, to reaffirm the denial of the application of Heidi A. Byrnes. Reason for Denial: Ms. Byrnes has deficient academic requirements under 16.02. Motion carried unanimously.

**REQUEST FOR APPROVAL OF TRAINING CERTIFICATE**

**LISA SIMPSON**

**MOTION:** Ann Marie Starr, seconded by Bruce Kuehl, to approve the training certificate reapplication for Lisa Simpson and any hours accumulated under any previous training certificates be counted toward the required hours for licensure. Motion carried unanimously.

**REQUESTS FOR SUPERVISORY APPROVAL**

**HEATHER R. HAAS**

**MOTION:** Abe Rabinowitz, seconded by Ann Marie Starr, to approve the supervisor for Heather R. Haas. Motion carried unanimously.

**REQUESTS FOR SUPERVISORY APPROVAL RECEIVED AFTER  
THE MAILING OF THE AGENDA**

**JAMES A. REMBER**

**MOTION:** Ann Marie Starr, seconded by Bruce Kuehl, to approve the supervisor for James A. Rember. Motion carried unanimously.

**DELIBERATION OF PROPOSED STIPULATIONS SIGNED AFTER THE  
MAILING OF AGENDA**

None.

**DELIBERATION OF ADMINISTRATIVE WARNINGS THAT MAY BE  
ISSUED AFTER MAILING OF AGENDA**

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None.

## **DIVISION OF ENFORCEMENT CASE STATUS**

None.

## **APPLICATION REVIEWS**

**MOTION:** Abe Rabinowitz moved, seconded by Ann Marie Starr, to approve the applications approved, deny those denied, and to request more information where indicated. Motion carried unanimously.

Bollar, Carol J. - approved temporary license  
Lawler, Charles F. - approved temporary license  
O'Neal, Jules M. - need more information  
Thuli, Lori M. - approved training certificate.  
Weyer, Jessica A. - approve training certificate.

## **OTHER SECTION BUSINESS**

None.

## **ADJOURNMENT**

**MOTION:** Ann Marie Starr moved, seconded by Abe Rabinowitz, to adjourn the meeting at 8:28 p.m. Motion carried unanimously.

**Next Meeting:**  
**May 3,2005**